



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

General Position Information

Job Title: Deputy Chief, Foreign Partnerships

Position Number: MI935 (30510)

Position Grade: GS-15

Salary Range: \$122,530 - \$172,500 (not applicable for detailees)

Vacancy Open Period: 08/10/2021 – 08/25/2021

Position Type: Cadre, Detailee

Who May Apply: Internal Candidates, Detailees

Division: MI/NIMC

Duty Location: McLean, Virginia

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: For new ODNI detailees, reimbursement for relocation is discretionary based on availability of funds.

Job Interview Travel: Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

Position Information

This is an opportunity for:

- Internal candidates to fill a GS-15 cadre position.
- A Federal Government employee to serve on a two-year reimbursable detail assignment in the ODNI. The detail assignment may be extended an additional year if all parties agree.

Who May Apply

Current GS employees at the same grade or up to one grade below may apply.

Former members of the Peace Corps may be considered for ODNI employment only if five full years have elapsed since separation from the Peace Corps.

- For a detailee assignment:
 - Current Federal Government employees. (Current GS employees at the same grade or up to one grade below may apply.)



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Component Mission:

The Office of the Director of National Intelligence (ODNI) Deputy Director of Mission Integration (MI) serves as the Director of National Intelligence's (DNI) senior leader for intelligence integration across the IC enterprise. MI is responsible for ensuring customer outcomes by leading advances in collection and analysis that ensure the quality, timeliness, and utility of insights for the nation's decision-makers. Additionally, MI is responsible for increasing expertise and improving tradecraft at all levels through specialization, integration, and collaboration. MI is responsible for the strategic vision, direction, and planning to deliver a more integrated IC reflecting the collective wisdom of our collection and analytic components to advance, in support of the National Intelligence Managers, the Unifying Intelligence Strategies (UIS).

Major Duties and Responsibilities:

Assist in leading a small team of senior foreign engagement officers in staffing the Office of the Director of National Intelligence (ODNI) participation in liaison-coordinated intelligence activities in partnership with the IC, U.S. Government agencies, and foreign partners to leverage existing information sharing capabilities and align policies, standards, systems, and information.

Assist in training and managing a high performing team with the personnel, resources, experience and skills necessary to complete complex tasks in support of ODNI foreign engagements.

Work closely with the foreign protocol group and their lead as well as the National Intelligence Managers (NIMs) and other NIMC staff to support DNI and PDDNI foreign travel and visits with foreign interlocutors. Assist the foreign protocol officers in leading quarterly strategic planning sessions for DNI and PDDNI foreign travel.

Oversee unit facilitation of foreign partner visits with ODNI leadership, to include coordination with IC/ODNI/foreign partners, development of meeting-related documentation, and process monitoring to include completion of follow-on actions.

Contribute to cultivating and maintaining productive working relationships with peers and partners across the ODNI and IC. Promote increased trust and collaboration among ODNI directorates and components with respect to staffing processes for DNI and PDDNI foreign visits and travel.

Assist the foreign protocol lead in developing and implementing a strategic framework to assess the effectiveness and potential of key foreign intelligence partnerships. Assist in developing best practices for how foreign protocol officers should collaborate with the regional NIMs to advance foreign partner engagement strategies.

Help guide foreign protocol efforts to support ODNI engagement with overseas DNI Representatives to facilitate understanding of their role and to ensure ODNI benefits from their expertise and counsel on critical foreign issues.

Guide the planning, preparation, and presentation of briefing papers, meeting guidance, and other related information on partner information sharing issues, partner relationships, and policies for senior leaders.



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Mandatory Requirements:

Superior interpersonal, organizational, and problem-solving skills, including demonstrated ability to work effectively both independently and in a collaborative environment.

Experience working with overseas DNI representatives/CIA Chief of Stations and in maintaining effective working relationships with key IC mission centers and components. Familiarity with official policy guidelines on relationships with foreign liaison.

Superior ability to communicate complex information clearly and concisely to diverse audiences.

Desired:

Experience in establishing effective working relationships with foreign liaison (intelligence services, military, ministries, law enforcement).

Experience leading a high performing team and overseeing interagency collaboration on complex projects.

Familiarity and experience with the development and implementation of intelligence policy.

Key Requirements and How to Apply

Internal ODNI Cadre Candidates must submit an application through the classified [JobsDNI](#) website.

For current employees who do not currently have access to internal systems, applications should be sent to either DNI-HR-HRM-TEAMD-Mailbox@cia.ic.gov (classified email system) or Recruitment_Teamd@dni.gov (unclassified email system).

Applicants experiencing technical issues may submit their application via email to either email system.

Applicants submitting via JWICS are requested to submit their materials to both aclaalb@dni.ic.gov (Alex A.) and BARRCON@dni.ic.gov (Kourtnei B.) in lieu of the group address above.

All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

CURRENT FEDERAL EMPLOYEES APPLYING FOR A DETAIL ASSIGNMENT:

Applicants from federal agencies within the Intelligence Community (IC) may be considered for this position as a reimbursable detailee, if endorsed by the employing agency. Applicants must have current TS/SCI clearances with polygraph or have the ability to obtain one. The ODNI does not conduct polygraphs or provide security clearances for detailees. ***Applicants from within the IC must submit an application through the classified IC Joint Duty Program website.***

Applicants from federal agencies outside the IC must provide:



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- a. **WRITTEN ENDORSEMENT** from the employing agency concurring with the detail.
- b. **RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- c. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.
- d. **VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- e. **CURRENT SF-50:** Federal Government employees must provide an SF-50, "Notification of Personnel Action" to verify current federal status, position, title, grade, and organization of record. Please disregard if you are not a Federal Government employee.
- f. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: Applications should be sent to either DNI-HR-HRM-TEAMD-Mailbox@cia.ic.gov (classified email system) or Recruitment_Teamd@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both aclaalb@dni.ic.gov (Alex A.) and BARRCON@dni.ic.gov (Kourtnei B.) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

All Applicants:

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.

Your application **MUST** be received by midnight on the closing date of this announcement. Applications received after the closing date will **NOT** be eligible for consideration.

To verify receipt of your application package **ONLY**, you may call 703-275-3663.

What to Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted **ONLY** if they have been selected for an interview.

Agency Contact Information

ODNI Recruitment; Phone: 703-275-3663; Email: Recruitment_TeamD@dni.gov



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Other Information

The ODNI is an excepted service agency, therefore because this position is in the excepted service, it may not be filled by competitive appointment, and acceptance of the proposed appointment will take applicants in competitive service positions outside the competitive service while occupying the excepted service position.

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES: The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Intelligence Community Equal Employment Opportunity and Diversity Office Representative by classified email at DNI_Reasonable_Accommodation_WMA@cia.ic.gov and DNI_Diversity_WMA@cia.ic.gov, by unclassified email at DNI_DRA@dni.gov, by telephone at 703-275-3799 or by FAX at 703-275-1217 . Your request for reasonable accommodation will be addressed on a case-by-case basis. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**